

बीरबल साहनी पुराविज्ञान संस्थान, लखनऊ  
BIRBAL SAHNI INSTITUTE OF PALAEOSCIENCES, LUCKNOW

ग्राम पेलियोबॉटनी

53, विश्व विद्यालय मार्ग

रूभाष 2740008,2742983

लखनऊ - 226007

फैक्स ९१-91-522-2740485,2740098

बी सा पु सं /III/भंडार एवं क्रय/ C-735

Date: 27.09.2016

संयोजक वेबसाइट समिति,

बी सा पु सं, लखनऊ

**Stationary Items ( Details at the back).**

**Subject: -----**

Dear Sirs,

This Institute intend to purchase item mentioned above. Sealed quotations are invited so as to reach this office on or before 5:00 P.M. on 17.10.2016 duly superscribed by "Stationary Items " .

While submitting quotation please note that:

1. The material may either of indigenous manufacturer or of foreign make, available from ready stock. Any offer to supply on forward Delivery Basis under suppliers own quota license will also be considered.
2. The price quoted should be F.O.R. Destination.
3. Your rates should include packing, insurance and forwarding charges.
4. The rates of Sales Tax should be clearly indicated wherever chargeable. The tendered should also indicate Central/Sales Tax Registration Number and date in this quotation.
5. Specific mention should be made whether the offer is for supplies available ex-stock. In case the officer is on Forward Delivery basis, firm delivery period must be indicated.
6. The cover should be sealed and superscribed "Quotation for "Stationary Items" must be written on envelope. The quotations not complying the procedure will be rejected.
7. Payments will be made by crossed cheque on The Indian Overseas Bank, Lucknow only after receipt and acceptance of supply and installation/ if required satisfactory.
8. The acceptance of the quotation will rest with the Director who does not bind himself to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotation received without assigning any reasons.
9. The quotations are liable to be cancelled if any of the above mentioned conditions are not complied with.



(Dr.R.S.Singh)  
Scientist 'G'

& Additional duties of Registrar

Sl. No.	Items	Qty.
1.	Carbon Kores	10 Pkt.
2.	Paper Clip Steel Kores/ Oddy etc.	200 Pkt.
3.	Clutch Pencil 05mm Camlin/ Cello	150 Nos.
4.	Envelope Tajmahal with print 9x4, 4x6	3000 Nos.
5.	Glue Stick Kores 15 gm	150 Nos.
6.	Ivory Sheet 350 GSM JK White	200 Sheet
7.	Maker Big Kores/ Cello	200 Nos.
8.	Stapler Kangaroo HP/HD 45	50 Nos.
9.	Paper Weight Glass	100 Nos.
10.	Field Diary with Printing	200 Nos.